



STATE OF CALIFORNIA

DEPARTMENT OF DEVELOPMENTAL SERVICES

JOB OPPORTUNITY BULLETIN: OCCUPATIONAL THERAPY ASSISTANT

SALARY RANGE:	\$2,496 - \$3,124 per month* <small>*The above starting salary applies to those first entering state service. The maximum salary is typically for State Employees who meet the criteria for Annual Merit Salary Adjustments in increments of 5% until the maximum salary is attained.</small>
TENURE/TIME BASE:	Permanent/Full-Time
PROGRAM/DEPARTMENT:	Medical Services
FINAL FILING DATE:	Until Filled

DESCRIPTION OF DUTIES:

The Department of Developmental Services, Sonoma Developmental Center, has an opening for an Occupational Therapy Assistant. Under the direct supervision of the Program Assistant, Medical Services Department, and the functional supervision of the Senior Occupational Therapist, the Occupational Therapy Assistant is responsible for the direct treatment, direct and indirect services; and documentation as delegated by the Senior Occupational Therapist. The incumbent functions as a member of and a consultant to Interdisciplinary Teams; attends Individual Program Plan meetings and other meetings as directed; provides in-service training to personnel as directed by the therapist's requests and/or client and staff needs; attends clinics and consultations as directed including but not limited to, Orthopedic, Orthotic and Podiatry Clinics, and the Nutrition Support team; provides training to facility personnel and community agencies regarding occupational therapy areas of expertise as a service to agencies and to promote the field of occupational therapy; supervises, as delegated, Certified Occupational Therapy Assistant Interns at not more than a 1:1 ratio; participates in service area meetings and departmental meetings, quality improvement efforts, committees and in-service training as specified by Program Management; and performs additional related duties as outlined in the official duty statement.

WHO IS ELIGIBLE TO APPLY:

Candidates must possess Civil Service Eligibility to apply. Civil Service Eligibility consists of being a current or former California State Civil Service employee (lateral transfer /reinstatement) or having list eligibility as a result of participating in an examination for the classification and placing in a reachable rank. Per State Personnel Board Rule 250, lateral transfer applicants must meet the Minimum Qualifications as outlined in the Job Specification. The job specification may be found on the website at www.calhr.ca.gov. Please specify the type of eligibility you possess when applying. Applications may be obtained from the Human Resources Office at the Sonoma Developmental Center or downloaded from the above website. Appointments may be subject to State Restriction of Appointment (SROA), Departmental Restriction of Appointment (DROA), Re-employment List procedures, a pre-employment physical, drug screen and fingerprint clearances. Applications will be reviewed and only the most qualified candidates will be scheduled for selection interviews.

PLEASE SEND YOUR COMPLETED STATE APPLICATION (STD. 678) TO THE FOLLOWING ADDRESS:

Sonoma Developmental Center
Human Resources Examination Unit – Room #124 PAB
P O Box 1493
Eldridge, CA 95431

(707) 938-6474 Keri Edmiston for questions specific to the essential functions of the position. Civil Service Eligibility will be determined by the selection analyst in the Human Resources Department.

SONOMA DEVELOPMENTAL CENTER IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.